DEGREE/PROGRAM CHANGE
FORM C
Form Number: C2356

Fields marked with * are required

Name of Initiator: Kateri Ruth Morris **Email:** katerim@unm.edu **Phone Number:** 505 661-4693 **Date:** 10-25-2018

Associated Forms exist? No Initiator's Title Admin Assistant to the Dean: Los Alamos Branch

Faculty Contact Barbara Yarnell Administrative Contact Kateri Morris

Department Business Admin Email katerim@unm.edu

Branch Los Alamos Admin Phone 505-661-4693

Proposed effective term

Semester Fall Year 2019

Course Information

Select Appropriate Program Undergraduate Degree Program

Name of New or Existing Program CERT Office Communications & Technology (LA) (delete)

Select Category Certificate Degree Type

Select Action Deletion

Exact Title and Requirements as they should appear in the catalog. If there is a change, upload current and proposed requirements.
See current catalog for format within the respective college (upload a doc/pdf file)

FormC_cert-Office-comm-tech_Deletion_10-23-18_approved.pdf

☐ **Does this change affect other departmental program/branch campuses? If yes, indicate below.**

Reason(s) for Request (enter text below or upload a doc/pdf file)
Proposed deletion of the Certificate in Office Communications and Technology. See attachments for justification.

Upload a document that inlcudes justification for the program, impact on long-range planning, detailed budget analysis and faculty workload implications.(upload a doc/pdf file)

☐ **Are you proposing a new undergraduate degree or new undergraduate certificate? If yes, upload the following documents.**

Upload a two-page Executive Summary authorized by Associate Provost. (upload a doc/pdf file)

Upload memo from Associate Provost authorizing go-ahead to full proposal. (upload a doc/pdf file)